## **Employee Post-Travel Disclosure of Travel Expenses**

Date/Time Stamp:

SECRETARY OF THE SENATE

2019 NOV -B PM 12: 26

	•	e this form within 30 da blic Records in 232 Har	ys of returning from t Building.	2019 NOV -B PH 12: 26-	ITE
In compliance with Rube reimbursed/paid for		_	sures with respect to	travel expenses that have been	or w
	•	rization (Form RE-1), <u>A</u> rtification Form with all		y, invitee list, etc.)	
Private Sponsor(s) (lis	t all): United Nation	ns Foundation, Word	Food Program U	SA	
Travel date(s): Octob	er 5-12, 2019				
	er:   Spouse   GING DID NOT INCR	Child  EASE DUE TO THE ACC		SE OR DEPENDENT CHILD, ON	LY
Expenses for Employ		EXPENSES. (Attach addit	tional pages if necessary	y.)	
Expenses for Employ	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)	]
☐ Good Faith Estimate  ☑ Actual Amount	\$8,273.03	\$672	\$240	\$155 (Niger visa)	
	<u> </u>	<u> </u>	<u></u> _		
Expenses for Accomp	· · · · · · · · · · · · · · · · · · ·	ependent Child (if applic	· · · · · · · · · · · · · · · · · · ·		<b>-</b> ,
	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)	
☐ Good Faith Estimate	NONE	NONE	NONE	NONE	
☐ Actual Amount				···-	
Provide a description necessary.): See atta	of all meetings and evached detailed age	ents attended. See Senatende	e Rule 35.2(c)(6). (A	ttach additional pages if	
11/5/2019 (Date)	Elizabeth L (Printed r	ewis name of traveler)		(Signature of traveler)	
TO BE COMPLETE	D BY SUPERVISING	MEMBER/OFFICER:		*	
Authorization form, are	<del>-</del>	es set out above in connection, lodging, and related		scribed in the <i>Employee Pre-Tre</i> in Rule 35.	avel
6 Nov 2019			7	/>	

(Revised 1/3/11)

(Date)

Form RE-2

(Signature of Supervising Senator/Officer)

Form RE-1

## **EMPLOYEE PRE-TRAVEL AUTHORIZATION**

<u>Pre-Travel Filing Instructions</u>: Complete and submit this form at least 30 days prior to the travel departure date to the <u>Select Committee on Ethics</u> in <u>SH-220</u>. Incomplete and late travel submissions will <u>not</u> be considered or approved. This form <u>must</u> be typed and is available as a fillable PDF on the Committee's website at ethics.senate.gov. Retain a copy of your entire pre-travel submission for your required post-travel disclosure.

Lft

(Revised 10/19/15)

!	Elizabeth Lewis
Name of Traveler:	
Ser	ate Foreign Relations Committee
Employing Office/Committee:	
United Nations Foundation and World F	*
Private Sponsor(s) (list all):	· · · · · · · · · · · · · · · · · · ·
October 5, 2019 - October 12, 2019	
Travel date(s):	
Note: If you plan to extend the trip for any reason you n	nust notify the Committee.
Niamey Niger; Maradi, Niger	
Destination(s):	· · · · · · · · · · · · · · · · · · ·
Explain how this trip is specifically connected to the traveler's of	official or representational duties:
As a policy analyst responsible for Africa for the Senate Foreign Relational Action and Provision of Section 1 and Provision of Section 1 and Provision of Section 2 and Section 2 and Section 3 and S	and water insecurity, emergency relief and promoting resiliency.  nce by UN agencies make up a significant portion of my portfolio  nand the humanitarian situation outside the capital and access to
Name of accompanying family member (if any):	
Relationship to Employee: Spouse Child	
I certify that the information contained in this form is true, comp	plete and correct to the best of my knowledge:
Sept. 11, 2019 (Date)	(Signature of Employee)
TO BE COMPLETED BY SUPERVISING SENATOR/OFFICER (Prescribing for the Majority, Secretary for the Minority, and Chaplain):	resident of the Senate, Secretary of the Senate, Sergeant at Arms
I, Senator Risch hereby author (Print Senator's/Officer's Name)	rize Elizabeth Lewis (Print Traveler's Name)
an employee under my direct supervision, to accept payment or related expenses for travel to the event described above. I have duties as a Senate employee or an officeholder, and will not creat private gain.	determined that this travel is in connection with his or her
I have also determined that the attendance of the employee's spoof the Senate. (signify "yes" by checking box)	Jan 2 Zinch
(Date)	(Signature of Supervising Senator/Officer)



August 27, 2019

Ms. Elizabeth Lewis Senate Foreign Relations Committee 423 Dirksen Senate Office Building Washington, DC 20510

Dear Liz,

On behalf of the United Nations Foundation and WFP USA, I am writing to invite you to join a Congressional Staff Delegation to learn more about the World Food Programme's operations in Niger from October 5 – October X, 2019.

As you know, populations in Niger are vulnerable to chronic food insecurity and malnutrition, regional conflict, resultant displacement, and recurrent shocks like disease outbreaks and floods. Approximately 2.3 million people across the country require emergency assistance to meet their basic needs and millions more experience transitory shortages during the lean season. The causes are diverse, including inadequate agricultural production, security constraints, and high demographic growth. Beyond that, epidemics and conflict in three neighboring countries are aggravating the situation. In the Lake Chad Basin, prolonged conflict perpetuated by Boko Haram and the Islamic State of Iraq and Syria-West Africa, for example, has internally displaced more than 100,000 people in Niger and prompted nearly 120,000 Nigerian refugees to flee into Niger's Diffa Region as of May 2019.

The World Food Programme and USAID are working in Niger to alleviate these hunger and malnutrition conditions and carry out critical resilience-building activities by supporting smallholder farmers, investing in crisis preparedness measures, building capacity within the Ministry of Education to deliver school meals, and addressing the ongoing refugee situation and its impact on food insecurity.

This trip will be an opportunity to see these efforts in action and gain valuable, firsthand updates on the humanitarian and political situation in Niger. While in-country the delegation will conduct site visits and meet with the WFP leadership team, U.S. Embassy leadership team, USAID personnel, Nigerien authorities, humanitarian workers, and members of civil society, providing the delegation with a widerange of experiences that demonstrate how WFP is working together with the U.S. to promote stability and long-term sustainable development in Niger and beyond.

Over the last several years, we have organized successful Member and staff learning trips to visit UN operations in South Sudan, DR Congo, the Central African Republic, and Mali, each time working hand-in-hand with the UN and the U.S. Department of State to ensure the security and safety of our delegations. Please be assured, this trip is no exception. Space is extremely limited for this trip, so please contact me as soon as possible if you are interested in learning more. Thank you!

Sincerely yours,

Peter Yeo

Senior Vice President United Nations Foundation

#### PRIVATE SPONSOR TRAVEL CERTIFICATION FORM

This form must be completed by any private entity offering to provide travel or reimbursement for travel to Senate Members, officers, or employees (Senate Rule 35, clause 2). Each sponsor of a fact-finding trip must sign the completed form. The trip sponsor(s) must provide a copy of the completed form to each invited Senate traveler, who will then forward it to the Ethics Committee with any other required materials. The trip sponsor(s) should **NOT** submit the form directly to the Ethics Committee. Please consult the accompanying instructions for more detailed definitions and other key information.

The Senate Member, officer, or employee MUST also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

1.	Sponsor(s) of the trip (please list all sponsors): United Nations Foundation (UNF) and World Food
	Program USA (WFP USA)
2.	Description of the trip: Populations in Niger—a landlocked, low-income country in West Africa—are
	vulnerable to chronic food insecurity and malnutrition, regional conflict, resultant (please see attached)
3.	Dates of travel: October 5, 2019 - October 12, 2019
4.	Place of travel: Niamey and Maradi, Niger
5.	Name and title of Senate invitees: Please see attached.
6.	I certify that the trip fits one of the following categories:
	(A) The sponsor(s) are not registered lobbyists or agents of a foreign principal <u>and</u> do not retain or employ registered lobbyists or agents of a foreign principal <u>and</u> no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee at any point throughout the trip.
	(B) The sponsor or sponsors are not registered lobbyists or agents of a foreign principal, but retain or employ one or more registered lobbyists or agents of a foreign principal and the trip meets the requirements of Senate Rule 35.2(a)(2)(A)(i) or (ii) (see question 9).
7.	I certify that the trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.
	I certify that the sponsor or sponsors will not accept funds or in-kind contributions earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.
8.	I certify that:
	The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal except for de minimis lobbyist involvement.
	The traveler will not be accompanied on the trip by a registered lobbyist or agent of a foreign principal except as provided for by Committee regulations relating to lobbyist accompaniment (see question 9).

9.	USE ONLY IF YOU CHECKED QUESTION 6(B)
	I certify that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:
	(A) The trip is for attendance or participation in a one-day event (exclusive of travel time and one
	overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee on any segment of the trip.
	<u>EOR</u>
	(B) The trip is for attendance or participation in a one-day event (exclusive of travel time and two
	overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee on any segment of the trip (see questions 6 and 10).
	(C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3)
	of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee at any point throughout the trip.
10.	USE ONLY IF YOU CHECKED QUESTION 9(B)
	If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:
11:	An itinerary for the trip is attached to this form. I certify that the attached itinerary is a detailed (hourby-hour), complete, and final itinerary for the trip.
12.	Briefly describe the role of each sponsor in organizing and conducting the trip:
	WFP USA provided UNF with a grant to help fund this learning trip and is assisting with its organization.
	UNF is handling all outreach to congressional staff and is the primary contact for planning purposes.
13.	Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:
	UNF works to educate all Americans, including the U.S. Congress, on the importance of a strong
	U.SUN relationship, with a particular emphasis on UN humanitarian operations. This learning trip
	provides an opportunity for congressional staff to observe the hunger and (please see attached)
14.	Briefly describe each sponsor's prior history of sponsoring congressional trips:
	UNF regularly sponsors congressional learning trips to observe the UN's work abroad. From 2013-2018,
	UNF organized trips to Cameroon, Liberia, Haiti, South Sudan, DR Congo, CAR, and Bangladesh, for
	example. WFP USA has not previously sponsored or organized a congressional trip.

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businesses, NGOs,	and the general public or	n the UN's role in ad	vancing American int	erests abroad. W
	the mission of the UN's			<del></del>
- Communicates	o the mission of the olvs		The to (please see	attached)
Total Expenses for I	Each Participant:			
	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
	\$7,507 total	\$732 total	\$418 total	\$155 (Niger vis
Good Faith estimate  Actual Amounts	\$6,980 (RT air from DC to Niamey) \$300 (RT air from Niamey to Maradi) \$227 (ground transport)	\$552 (Niamey) \$180 (Maradi)	\$304 (Niamey) \$114 (Maradi)	
		at is arranged or orga	nized without regard	to congressional
State whether a) the participation or b) the congressional partic	trip involves an event tha	hat is arranged or or	ganized specifically	with regard to
State whether a) the participation or b) the congressional partic	trip involves an event that he trip involves an event t ipation:	hat is arranged or or	ganized specifically	with regard to
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State whether a) the participation or b) the congressional partice. This trip involves and Reason for selecting. Please see attached.  Name and location of the participation of	trip involves an event that he trip involves an event tripation: event that is arranged specific the location of the event d.	chat is arranged or or becifically WITH regarders or trip	ganized specifically	with regard to
State whether a) the participation or b) the congressional partice. This trip involves and Reason for selecting. Please see attached Name and location of Radisson, Blue Hotel	trip involves an event the he trip involves an event to ipation: event that is arranged specified the location of the event d.	ecifically WITH regard or trip	ganized specifically	with regard to
State whether a) the participation or b) the congressional partice. This trip involves and Reason for selecting. Please see attached.  Name and location of Radisson, Blue Hotel. World Food Program	trip involves an event that he trip involves an event to ipation:  event that is arranged specified the location of the event d.  of hotel or other lodging for el Quartier Plateau, Boule	ecifically WITH regardant facility:  evard de la Republiq Niger	ganized specifically	with regard to

21.	Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:
	Our daily expenses will be at or below the State Department's 2019 per diem rates for Niamey, Niger
	(\$87 for M&IE and \$184 for lodging) and Maradi, Niger (\$57 for M&IE and \$99 for lodging).
22.	Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:
	Round trip business class airfare from Washington, DC to Niamey, Niger connecting in Addis Ababa,
	Ethiopia. Round trip coach class airfare from Niamey, Niger to Maradi, Niger via UNHAS.
23.	I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).
24.	List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:
	None
25.	I hereby certify that the information contained herein is true, complete and correct. (For trips involving more than one sponsor, you must include a completed signature page for each additional sponsor):  Signature of Travel Sponsor:
	Name and Title: Peter Yeo, Senior Vice President
	Name of Organization: United Nations Foundation
	Address: 1750 Pennsylvania Ave NW Suite 300
	Telephone Number: 202-887-9040 (please ask for Micah)
	Fax Number: 202-887-9021
	E-mail Address: mspangler@unfoundation.org

## PRIVATE SPONSOR TRAVEL CERTIFICATION FORM

#### SIGNATURE PAGE FOR ADDITIONAL SPONSOR

(to be completed by each additional sponsor)

2	contained on pages 1-4 of the certification form and any	y
accompanying addenda, all submitte	ed in connection with the October 5-12, 2019	trip
to Niger is	Dates of Travel (Month Day, Year) true, complete, and correct.	
Place of Travel	2 Kandry	
Signature of Travel Sponsor:		
Name and Title: Phil Karsting,	Interim President and CEO	
Name of Organization: World Foo	od Program USA	
Address: 1725 I Street NW,	Suite 510, Washington, DC 20006	
Telephone Number: 202-627-37	37	
Fax Number:		
E-mail Address: pkarsting@wf	pusa.org	
•		

# UN Foundation Humanitarian Learning Trip to Niger Answers to PSTCF Questions 2, 5, 13, 15, and 18

#### 2. Description of the trip:

Populations in Niger—a landlocked, low-income country in West Africa—are vulnerable to chronic food insecurity and malnutrition, regional conflict, resultant displacement, and recurrent shocks like disease outbreaks and floods. Approximately 2.3 million people across the country require emergency assistance to meet their basic needs and millions more experience transitory shortages during the lean season. That means that nearly 20 percent of Niger's population is unable to its regular food needs—a troubling statistic that rises to nearly 30 percent during periods of poor rainfall.

The causes are diverse, including inadequate agricultural production, security constraints, and high demographic growth. Beyond that, epidemics and conflict in three neighboring countries are aggravating the situation. In the Lake Chad Basin, prolonged conflict perpetuated by Boko Haram and the Islamic State of Iraq and Syria-West Africa has internally displaced more than 100,000 people in Niger and prompted nearly 120,000 Nigerian refugees to flee into Niger's Diffa Region as of May 2019. More than 30,000 Nigerian refugees were also sheltering in Niger's Maradi Region as of July 2019, having fled a recent surge in violence in northwestern Nigeria. These development have deepened local food insecurity and endangered host communities, refugees, and humanitarian workers.

The World Food Programme and USAID are working in Niger to alleviate these hunger and malnutrition conditions and carry out critical resilience-building activities by supporting smallholder farmers, investing in crisis preparedness measures, building capacity within the Ministry of Education to deliver school meals, and addressing the ongoing refugee situation and its impact on food insecurity. This trip will be an opportunity to see these efforts in action and gain valuable, firsthand updates on the humanitarian and political situation in Niger. While in-country the delegation will conduct site visits and meet with the WFP leadership team, U.S. Embassy leadership team, USAID personnel, Nigerien authorities, humanitarian workers, and members of civil society, providing the delegation with a wide-range of experiences that demonstrate how WFP is working together with the U.S. to promote stability and long-term sustainable development in Niger and beyond.

#### 5. Name and title of Senate invitees:

Charlotte Oldham-Moore, Senior Professional Staff Member Senate Foreign Relations Committee

Elizbeth Lewis, Policy Analyst Senate Foreign Relations Committee

#### 13. Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:

UNF works to educate all Americans, including the U.S. Congress, on the importance of a strong U.S.-UN relationship, with a particular emphasis on UN humanitarian operations. This learning trip provides an opportunity for congressional staff to observe the hunger and malnutrition alleviation work the World Food Programme is undertaking in Niger and explore its connection to long-term sustainable development throughout the Sahel.

WFP USA is a U.S.-based non-profit organization dedicated to building support within the U.S. for the United Nations World Food Programme (WFP). WFP USA works with U.S. policymakers, corporations, foundations, and individuals to help provide financial and in-kind resources and develop policies needed to alleviate global hunger, particularly in extremely food insecure countries such as Niger.

## 15. Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips):

UNF regularly hosts/sponsors Capitol Hill briefings, forums, and related events to educate policymakers, businesses, NGOs, and the general public on the UN's role in advancing American interests abroad.

WFP USA communicates the mission of the UN's World Food Programme to policymakers, corporations, foundations, and individuals in the United States, providing briefings and testimony, hosting public panels, issuing reports and newsletters, and conducting other related outreach activities.

#### 18. Reason for selecting the location of the event or trip:

With a Human Development Index of 187 (out of 188 countries ranked) and regional conflicts in Nigeria and Mali placing new pressures on already critically limited food supplies, Niger is in serious need of strong, continued international humanitarian assistance.





#### UNF Learning Trip to Niger October 5 – 12, 2019

\*\*All Times Local\*\*
+5 hours from Washington, DC

#### Saturday, October 5 --- Travel

8:00pm Delegation arrives at Dulles International Airport (IAD), check-in for flight

11:00pm Delegation departs IAD via Turkish Airlines TK 8

#### Sunday, October 6 --- Travel/Arrival ---- Niamey

Attire: Casual.

4:15pm Delegation arrives Istanbul

1h40 layover

5:55pm Delegation departs IST via Turkish Airlines TK 541

10:05pm Delegation arrives Diori Hamani International Airport (NIM)

Met at airport by Elise and WFP vehicles; transfer to hotel, check-in

Overnight Radisson Blu Hotel

Quartier Plateau, Boulevard de la République, Niamey, Niger

Tel: +227 80 05 11 11

#### Monday, October 7 --- Niamey

Attire: Business.

8:00am – 8:30am Breakfast at the hotel

8:30am – 9:00am Transfer to WFP office

9:00am - 10:30am Presentation on World Food Programme's work in Niger. The WFP team

will provide an overview of their work in Niger from providing emergency

relief to supporting sustainable development.

World Food Programme Office in Niamey

10:30am - 11:00am Transfer to meetings

11:00am – 1:00pm Meeting with Prime Minister Mr. Brigi Rafini; High Commissioner of the 3N Initiative (HC3N), Mr. Ali Bety: Minister of Agriculture, Mr. Albadé

Initiative (HC3N), Mr. Ali Bety; Minister of Agriculture, Mr. Albadé Abouba; Minister of Environment, Mr. Almoustapha Garba; Minister of Education, Dr. Daouda Marthe; Minister of Health, Dr. Illiassou Mainassara. Minister of Community Development, Abdou Amani; Permanent Secretary of the National Programme for Prevention and Management of Food Crises, Liman Abari Chegou Sanoussi; Ministry of Humanitarian Action, Laouan Magagi. Two presentations on the agenda: HC3N on Pro-resilience Programme in Niger; STAFFDEL Communication on U.S. government

support to Niger.

Family photo Media interviews

Prime Minister Cabinet "Salle banquets de la primature" in Niamey

1:00pm - 1:30pm Transfer to lunch

1:30pm – 2:30pm Lunch at QG Restaurant

RN1 Niamey, Niger

2:30pm – 3:00pm Transfer to Embassy

3:30pm – 4:30pm Meeting with Jay Zimmerman, Deputy Chief of Mission, and U.S. Country

Team to learn about the bilateral relationship between the U.S. and Niger

U.S. Embassy, BP 11201, Niamey, Niger

4:30pm – 5:00pm Transfer to UN Offices

5:00pm - 6:00pm Meet with the UN Resident Coordinator, Mrs. Fatouma Bintou Djibo, and

United Nations Country Team to discuss the UN Sustainable Development Cooperation Framework and coordination of humanitarian response to regional refugee crisis; agency representation to include UNICEF, IOM,

ILO, WHO, UNWomen, UNHCR, UNDP.

United Nations Development Programme (UNDP) Office

6:00pm – 6:30pm Transfer to Radisson Blu

6:30pm – 8:00pm Meeting with African Development Foundation staff and grantees

Radisson Blu Meeting Room

8:00pm – 9:00pm Dinner at Radisson Blu

Overnight Radisson Blu Hotel

#### Tuesday, October 8 --- Maradi

Attire: Field Dress.

5:30am – 6:00am Breakfast; check-out of hotel

6:00am – 6:30am	Transfer to WFP Tarmac for UNHAS flight
7:30am – 9:00am	Travel to Maradi, Niger
9:00am – 9:30am	Transfer to Governor's Residence
9:30am — 10:15am	Courtesy visit with Maradi Governor, Zakari Oumarou, to discuss WFP and USG impact in the region of Maradi.  Governor's Residence
10:15am – 11:15am	Travel to WFP site #1: Kouroungoussaou/TBC, situated in the department of Guidan Roumdji, Municipality of Chadakori.  Lunch en route
11:15am – 2:00pm	Visit Kouroungoussaou/TBC site. The field visit will focus on WFP's Food Assistance for Assets resilience interventions (including land rehabilitation activities) and nutrition interventions. These activities were jointly undertaken with other UN partners working in the area with WFP including FAO, IFAD and UNICEF.
2:00pm – 3:00pm	Travel to WFP site #2: Samaila, situated in the department of Guidan Roumdji, Municipality of Chadakori
3:00pm – 5:00pm	Visit Samaila site to see a WFP water infrastructure project. The visit includes a restitution of Community Base Participatory Plan which took place around the weir.
5:00pm - 5:30pm	Travel back to Guest House Hotel in Maradi
5:30pm – 7:00pm	Executive time
7:00pm – 8:00pm	Seminar on History of USG Food Assistance: A Legacy of Leadership with Chase Sova, Senior Director of Public Policy and Research (WFP USA)  Guest House Hotel
8:00pm – 9:30pm	Dinner at Guest House Hotel
Overnight	Guest House Hotel  Maradi, Niger

## Wednesday, October 9 --- Maradi

Attire: Field Dress.

7:00am - 8:00am Breakfast

8:00am - 10:45am Travel to WFP site #3: Mourne, situated in the department of Tessaoua,

Municipality of Badouetta. WFP Country Director will provide a one hour

briefing in the vehicle on WFP support to refugees.

10:45am – 3:00pm Visit Mourne site. The field visit will focus on school feeding and nutrition

interventions including collaborations with PVO partners like CARE.

Media interviews

3:00pm – 5:45pm Travel to Guest House Hotel in Maradi

5:45 pm – 7:00pm Executive time

7:00pm – 8:00pm Dinner debrief with WFP staff at Guest House Hotel in Maradi

Overnight Guest House Hotel

## Thursday, October 10 --- Niamey

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Allire:	Rusiness

Attire: Business.	
6:00am- 7:00am	Breakfast at Guest House Hotel
7:00am – 7:30am	Transfer to Maradi airport and check in for WFP UNHAS flight
8:00am - 9:30am	Travel back to Niamey
9:30am – 10:00am	Transfer to WFP Niger
10:30am – 11:30am	Meeting with Abdou Moumouni University (formerly University of Niamey) on ongoing collaboration.  WFP Niger Meeting Room
11:30am – 12:30pm	Meeting with International Fund for Agricultural Development and PRODAF WFP Meeting Room
12:30pm – 1:00pm	Transfer to Lunch
1:00pm – 2:00pm	Lunch at QG RN1 Niamey, Niger
2:00pm – 2:30pm	Transfer to Ministry of Foreign Affairs
2:30pm – 3:30pm	Meeting with Minister of Foreign Affairs to discuss Niger's leadership role in the G5 Sahel and ECOWAS, and Niger joining the UN Security Council in 2020.  Ministry of Foreign Affairs
3:30pm – 4:00pm	Transfer to Millennium Challenge Account (MCA)

4:00pm — 5:00pm	Meeting with Millennium Challenge Corporation (MCC) Resident Country Director, Mrs. Kristin Penn, and Niger Country team to discuss implementation of Niger Compact on water for agriculture and livestock. Millennium Challenge Account (MCA) Boulevard Mali Bero, Niamey, Niger
5:00pm – 5:30pm	Transfer to WFP
5:30pm – 6:15pm	Press conference: Participants: WFP Country Director Sory Ouane, Senior Director, WFP Washington Liaison Office Gresham Barrett.
6:30pm – 7:15pm	Mission debriefing with WFP team including WFP Country Director Mr. Sory Ouane; and Mr. Gresham Barrett, Senior Director WFP Washington Liaison Office.  WFP office meeting room
7:30pm – 8:00pm	Transfer to dinner
8:00pm – 9:00pm	Dinner at Le Pilier Rude de la Tapoa 51, Niamey, Niger
9:00pm – 10:00pm	Return to hotel
11:30pm	Micah Spangler, Reyn Archer, Liz Lewis depart hotel for airport
Overnight	Radisson Blu Hotel Niamey

## Friday, October 11 --- Depart

Attire: Casual.

2:50am	Micah Spangler, Reyn Archer, Liz Lewis depart on Turkish TK543
5:00am – 5:30am	Check-out of hotel and Transfer to Niamey Diori Hamani International Airport (NIM)
6:00am	Check-in for flight
8:50am	Depart Niamey via Royal Air Maroc AT 292
12:20pm	Arrive Casablanca Airport (CMN) 4h15 layover
4:35pm	Depart CMN via Royal Air Maroc AT 218
7:59pm	Arrive Dulles International Airport (IAD).

BRIAN SCHATZ, HAWAII JEANNE SHAHEEN, NEW HAMPSHIRE

DEBORAH SUE MAYER, CHIEF COUNSEL AND STAFF DIRECTOR
CAMI MORRISON, CHIEF CLERK

TELEPHONE: (202) 224-2981 FACSIMILE: (202) 224-7416 TOD: (202) 228-3752

## United States Senate

SELECT COMMITTEE ON ETHICS

September 19, 2019

Elizabeth Lewis Committee on Foreign Relations United States Senate Washington, DC 20510

Dear Ms. Lewis:

This responds to your recent correspondence concerning an invitation you received to travel on a fact finding trip to Niamey and Maradi, Niger, on October 5–12, 2019, sponsored by the United Nations Foundation and World Food Program USA (collectively, the Sponsors). The Sponsors certified to the Select Committee on Ethics (the Committee) that they will pay the necessary expenses<sup>1</sup> related to the travel and that they are neither a lobbyist, lobbying firm, or agent of a foreign principal, and are not otherwise acting as a representative or agent of a foreign government. The Sponsors have also certified that they do not retain or employ a registered lobbyist or agent of a foreign principal and that no registered lobbyist or agent of a foreign principal will accompany you at any point throughout your trip.<sup>2</sup>

Based on information and materials available to the Committee, and assuming the actual travel and travel-related expenses conform to the information and materials you provided, it appears that the proposed payment or reimbursement of necessary expenses for this trip may be accepted under relevant Senate Rules and the Committee's Regulations and Guidelines for Privately-Sponsored Travel, so long as at the time of the payment or reimbursement, neither Sponsor is a registered lobbyist or lobbying firm under the Lobbying Disclosure Act of 1995, or an agent of a foreign principal under the Foreign Agents Registration Act (and are not otherwise acting as a representative or agent of a foreign government), and provided the travel and all required documents are disclosed to the Secretary of the Senate in accordance with the provisions of Senate Rules 34 and 35.

Under Senate Rule 35, Senate staff must receive advance authorization signed by the Member or officer under whose direct supervision the individual works in order to accept payment or reimbursement for necessary expenses related to fact-finding travel. Further, such authorization and expenses must be disclosed to the Secretary of the Senate by filing the completed Employee Pre-Travel Authorization and the Employee Post-Travel Disclosure of Travel Expenses (Form RE-1 and Form RE-2), along with a copy of the Private Sponsor Travel

<sup>&</sup>lt;sup>1</sup> The term "necessary expenses" has a specific definition. See Select Committee on Ethics' Regulations and Guidelines for Privately-Sponsored Travel – Glossary of Terms at 8.

<sup>&</sup>lt;sup>2</sup> The term "any point throughout your trip" has a specific definition. See Select Committee on Ethics' Regulations and Guidelines for Privately-Sponsored Travel – Glossary of Terms at 2.

Certification Form, and all relevant attachments (e.g., the private sponsor's invitation and itinerary) within 30 days of the conclusion of Privately-Sponsored Travel.

The Committee has determined that § 501(c)(3) non-profit organizations that are classified as private foundations, as opposed to public charities, may not pay for transportation from the United States to a foreign country.<sup>3</sup> However, the Sponsors represented to the Committee that they are § 501(c)(3) public charities, as opposed to a private foundation, pursuant to the Internal Revenue Code.<sup>4</sup>

Please be advised that the United States Constitution prohibits the acceptance of any gift, including a meal, from a foreign government without the consent of Congress. In the Foreign Gifts and Decorations Act (FGDA), Congress consented to the acceptance by federal government officials of: (1) gifts of minimal value and (2) travel or the expenses for travel taking place entirely outside the United States, from a foreign government (which includes those acting as a representative or agent of a foreign government). The Senate has defined minimal value as \$100 or less. Further, pursuant to FGDA, there are certain reporting and procedural requirements that are imposed upon Members, officers, and employees who accept gifts from a foreign government. Please review the Committee's "Dear Colleague" letter of January 11, 2019, setting forth the items to be included in filing that report.

Finally, Senate Rule 34 requires a reporting individual,<sup>6</sup> on his or her Financial Disclosure Report, to make an annual disclosure of the receipt of payments or reimbursements under Senate Rule 35 from a private sponsor for officially-related travel expenses where, in the aggregate, travel expenses exceed \$390 from that sponsor during a calendar year. However, if a Member, officer, or employee properly reports the receipt of necessary expenses for such travel to the Secretary of the Senate within 30 days of the travel, as discussed above, the travel expenses need not be disclosed a second time on their Financial Disclosure Report.

<sup>&</sup>lt;sup>3</sup> See 26 U.S.C. § 4941 et seq. Section 501(c)(3) of the Internal Revenue Code broadly defines non-profit, charitable, tax-exempt organizations. These § 501(c)(3) organizations are then further defined or designated as "public charities" and "private foundations."

<sup>4 26</sup> U.S.C. § 501(c)(3).

<sup>&</sup>lt;sup>5</sup> 5 U.S.C. § 7342.

<sup>&</sup>lt;sup>6</sup> A reporting individual is someone whose salary equals or exceeds 120% of the basic rate of pay for GS-15 (\$127,914 for CY 2019) or is a political fund designee and is required to file Financial Disclosure Reports.

If you have any additional questions, please do not hesitate to contact the Committee.

Sincerely,

Deborah Sue Mayer

Chief Counsel and Staff Director

Enclosure: Travel Checklist